

ORDER FOR SUPPLIES OR SERVICES

PAGE OF PAGES

1

6

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

1. DATE OF ORDER 11/15/2013		2. CONTRACT NO. (If any) EP-W-10-055		6. SHIP TO: a. NAME OF CONSIGNEE HPOD RRB	
3. ORDER NO. 0067		4. REQUISITION/REFERENCE NO. PR-OSWER-13-00403		b. STREET ADDRESS US Environmental Protection Agency USEPA Ronald Reagan Building (RRB) 1300 Pennsylvania Avenue NW	
5. ISSUING OFFICE (Address correspondence to) SRRPOD US Environmental Protection Agency Superfund/RCRA Regional Procurement Operations 1200 Pennsylvania Ave, NW Washington DC 20460				c. CITY Washington	d. STATE dc
7. TO: a. NAME OF CONTRACTOR EASTERN RESEARCH GROUP, INC.				f. SHIP VIA	
b. COMPANY NAME				8. TYPE OF ORDER <input type="checkbox"/> a. PURCHASE <input checked="" type="checkbox"/> b. DELIVERY	
c. STREET ADDRESS 110 HARTWELL AVENUE				REFERENCE YOUR: Please furnish the following on the terms and conditions specified on both sides of this order and on the attached sheet, if any, including delivery as indicated.	
d. CITY LEXINGTON		e. STATE MA	f. ZIP CODE 024213136	Except for billing instructions on the reverse, this delivery order is subject to instructions contained on this side only of this form and is issued subject to the terms and conditions of the above-numbered contract.	
9. ACCOUNTING AND APPROPRIATION DATA See Schedule				10. REQUISITIONING OFFICE ORCR	

11. BUSINESS CLASSIFICATION (Check appropriate box(es)) <input type="checkbox"/> a. SMALL <input checked="" type="checkbox"/> b. OTHER THAN SMALL <input type="checkbox"/> c. DISADVANTAGED <input type="checkbox"/> d. WOMEN-OWNED <input type="checkbox"/> e. HUBZone <input type="checkbox"/> f. SERVICE-DISABLED VETERAN-OWNED <input type="checkbox"/> g. WOMEN-OWNED SMALL BUSINESS (WOSB) ELIGIBLE UNDER THE WOSB PROGRAM <input type="checkbox"/> h. EDWOSB				12. F.O.B. POINT Destination	
13. PLACE OF a. INSPECTION Destination		b. ACCEPTANCE Destination		15. DELIVER TO F.O.B. POINT ON OR BEFORE (Date) 08/31/2014	
14. GOVERNMENT B/L NO.		16. DISCOUNT TERMS			

17. SCHEDULE (See reverse for Rejections)

ITEM NO. (a)	SUPPLIES OR SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	DUNS Number: 112947395 Task Order Title: Development of Hazardous Waste Determination Guidance and Fact Sheet for Used (Spent) Solvents The terms and conditions of contract Continued ...					

SEE BILLING INSTRUCTIONS ON REVERSE	18. SHIPPING POINT		19. GROSS SHIPPING WEIGHT		20. INVOICE NO.		17(h) TOTAL (Cont. pages)
	21. MAIL INVOICE TO:						
	a. NAME RTP Finance Center						\$23,874.00
	b. STREET ADDRESS (or P.O. Box) US Environmental Protection Agency RTP-Finance Center Mail Drop D143-02 109 TW Alexander Drive						\$23,874.00
c. CITY Durham			d. STATE NC	e. ZIP CODE 27711		17(i) GRAND TOTAL	

22. UNITED STATES OF AMERICA BY (Signature)

23. NAME (Typed)
Rayna Brown
TITLE: CONTRACTING/ORDERING OFFICER

**ORDER FOR SUPPLIES OR SERVICES
SCHEDULE - CONTINUATION**

PAGE NO

2

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

DATE OF ORDER	CONTRACT NO.	ORDER NO.
11/15/2013	EP-W-10-055	0067

ITEM NO. (a)	SUPPLIES/SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	<p>EP-W-10-055 are hereby incorporated by reference.</p> <p>The Contractor shall perform services in accordance with the attached Statement of Work (SOW) dated 9/12/2013 (4 pages) and the Contractor's proposal dated 9/19/2013 in the amount of \$23,874.00.</p> <p>This task order is fully funded at \$23,874.00.</p> <p>This is a firm fixed price task order. This task order is for non-severable services.</p> <p>TOPO: Chichang Chen Max Expire Date: 09/30/2014</p> <p>Admin Office: SRRPOD US Environmental Protection Agency Superfund/RCRA Regional Procurement Operations 1200 Pennsylvania Ave, NW Washington DC 20460</p> <p>Period of Performance: 11/15/2013 to 09/30/2014</p>					
0001	<p>Solvent Waste Determination and Fact Sheet</p> <p>Accounting Info: 13-14-B-31H-302DA1-2585---1331HMP005-0 01 BFY: 13 EFY: 14 Fund: B Budget Org: 31H Program (PRC): 302DA1 Budget (BOC): 2585 DCN - Line ID: 1331HMP005-001 Funding Flag: Partial Funded: \$23,874.00</p> <p>The obligated amount of award: \$23,874.00. The total for this award is shown in box 17(i).</p>				23,874.00	

TOTAL CARRIED FORWARD TO 1ST PAGE (ITEM 17(H))

\$23,874.00

AUTHORIZED FOR LOCAL REPRODUCTION
PREVIOUS EDITION NOT USABLE

OPTIONAL FORM 348 (Rev. 4/2006)
Prescribed by GSA FAR (48 CFR) 53.213(f)

Task Order Statement of Work

September 12, 2013

Development of a Hazardous Waste Determination Guidance Document for Used (Spent) Solvents

BACKGROUND

Solvent use is ubiquitous throughout industry. Thousands of companies use solvents as part of their production process or in support of their production processes. Solvents also contain chemicals that have properties potentially impacting human health and the environment adversely if not managed properly. These companies also have problems many times in making the correct hazardous waste determination when the solvents become spent and no longer can be used.

The success of the hazardous waste program rests with generators making the correct hazardous waste determination. Failure to make a proper waste determination can result in generators mismanaging hazardous waste leading to potential environmental problems downstream.

A recent program evaluation of the RCRA hazardous waste determination process found a high rate of non-compliance from generators of solvent listed wastes. The generators mentioned having a difficult time making a correct hazardous waste determination for these types of wastes. They asked for assistance in this area.

One method to reduce non-compliance is to develop a user-friendly guidance document that generators can use in making a hazardous waste determination when they no longer can use their solvents.

PURPOSE AND OBJECTIVES

Materials Recovery and Waste Management Division requires a contractor that has an understanding of solvents, hazardous waste solvents, regulations associated with hazardous waste solvents, and communication skills necessary to produce a user-friendly and effective guidance document that can assist generators in making more informed hazardous waste determinations for their solvent wastes.

SCOPE OF WORK

The scope of this task order includes:

1. Reviewing and critiquing information supplied by EPA staff associated with the existing RCRA hazardous waste solvent regulations, hazardous waste determinations, materials associated with hazardous solvents prepared by states or industry and identifying any problems or gaps, etc.

2. Developing drafts and a final technical guidance document that will assist generators in making more informed hazardous waste determinations associated with industrial solvent wastes.

Task 1. Review and critique of draft guidance document provided by TOCOR

The contractor shall provide a written critique of a preliminary solvent waste determination technical guidance document supplied by the TOCOR. This draft guidance provides a discussion of the existing RCRA regulations associated with hazardous waste solvents as well as flow diagrams that assist a generator in determining whether they have generated a hazardous waste upon discard of a solvent. This critique shall consist of comments that address the technical components of the guidance as well as determining if any gaps or mistakes exist in the guidance. To assist in this critique, the contractor also may use information associated with hazardous solvents provided by the TOCOR found on EPA websites and any other relevant websites. As part of this task, the contractor shall meet with the TOCOR to discuss their findings and written critique.

Task 2: Develop outline of technical guidance document

Once the contractor is satisfied that they have an understanding of the RCRA regulations associated with hazardous waste solvents, the next step is to start the process of converting this material into a user-friendly guidance document. In developing this guidance document the contractor may "step outside the box" and use any creativity that could improve the usability and effectiveness of a technical guidance document.

As part of this task, the contractor shall participate in conference calls arranged by the TOCOR with the EPA regions, states and regulated community to obtain feedback on what would work best to include in this guidance document, what should not be included, and any ideas about format or packaging that would assist the user in making a hazardous waste determination associated with hazardous waste solvents.

Building on the results of Task 1 as well as the above conference calls, the contractor shall develop an outline for a 20-30 page user-friendly guidance document (including flow diagrams developed by EPA and provided by the TOCOR) that generators can use in making solvent hazardous waste determinations. This outline shall include all of the major sections that would be included in the guidance document. Each section shall include a statement about what the reader/user should get out of a particular section. As part of this task, the contractor shall meet the TOCOR to discuss their draft outline and obtain approval to develop a first draft of the technical guidance.

Task 3: Develop first draft of solvent waste determination technical guidance document

Building on the results of Task 2, the contractor shall develop a first draft of the technical guidance document. This draft guidance shall include a discussion of each section stressing

what the reader should get out of reading each section, possibly identifying any user-friendly tips, or any other information that will assist the generator in making a more informed hazardous waste determination associated with hazardous solvents that can no longer be used or that are spent.

As part of this task, the contractor shall meet with the TOCOR to discuss the results of his review of this deliverable.

Task 4: Develop second draft of solvent waste determination technical guidance document

Building on the results of Task 3, the contractor shall develop a second draft of a user-friendly the solvent waste determination technical guidance document that responds to comments provided by the TOCOR. As part of the deliverable, the contractor shall identify how they responded to each substantive comment made as a result of reviewing and critiquing the first draft of the user-friendly solvent waste determination technical guidance document. Also, as part of this task, the contractor shall meet with the TOCOR to discuss their draft document.

Task 5: Review comments provided by industry and states

Having completed the second draft of the user-friendly solvent waste determination technical guidance document, the TOCOR shall take the Task 4 deliverable and send it out for review by selected states and industry. Within 45 days of sending the Task 4 deliverable out for review, the TOCOR shall send those relevant comments received from the states and industry to the contractor for their review. Note: Prior to sending comments to the contractor, the TOCOR shall review comments received from reviewers and screen those worthy of consideration and incorporation as compared to those found irrelevant or not worthy of consideration. Once these comments are received and evaluated by the TOCOR and sent to the contractor, the contractor shall prepare a document identifying the comments received from industry and the states worthy of incorporation into a draft final guidance document as well as those comments not worthy of incorporation.

Task 6: Contractor prepares draft final technical guidance document

Based on the results of Task 5 and approval by the TOCOR, the contractor shall prepare a draft final technical guidance document responsive to the needs of the TOCOR and user community.

Summary of Deliverables and Schedule

Task	Deliverable and date
1. Review and critique information supplied by TOCOR	Report summarizing review and critique of TOCOR materials. (Within 30 calendar days of receipt of information provided by TOCOR.)
2. Develop outline of technical	Outline of solvent waste determination

guidance document	technical guidance document. (Within 15 calendar days after meeting with TOCOR on results of Task 1.
3. Develop first draft of solvent waste determination technical guidance document	Within 30 calendar days of approval by the TOCOR.
4. Develop second draft of solvent waste determination technical guidance document	Within 30 calendar days of approval by the TOCOR.
5. Review TOCOR screened comments provided by industry and states	Within 15 calendar days of receiving comments from the TOCOR.
6. Contractor prepares draft final technical guidance document	Within 30 calendar days after approval by the TOCOR.

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1. CONTRACT ID CODE		PAGE OF PAGES 1 2	
2. AMENDMENT/MODIFICATION NO. 001		3. EFFECTIVE DATE 02/05/2014		4. REQUISITION/PURCHASE REQ. NO.	
6. ISSUED BY SRRPOD US Environmental Protection Agency Superfund/RCRA Regional Procurement Operations 1200 Pennsylvania Ave, NW Washington DC 20460		CODE SRRPOD		5. PROJECT NO. (If applicable)	
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code) EASTERN RESEARCH GROUP, INC. 110 HARTWELL AVENUE LEXINGTON MA 024213136		(X)		9A. AMENDMENT OF SOLICITATION NO.	
				9B. DATED (SEE ITEM 11)	
		X		10A. MODIFICATION OF CONTRACT/ORDER NO. EP-W-10-055 0067	
				10B. DATED (SEE ITEM 13) 11/15/2013	
CODE 112947395		FACILITY CODE			

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

- ☐ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended, ☐ is not extended.
Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required)

See Schedule

13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
X	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
	D. OTHER (Specify type of modification and authority)

E. IMPORTANT: Contractor ☒ is not, ☐ is required to sign this document and return _____ 0 copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

DUNS Number: 112947395

Task Order Title: Development of Hazardous Waste Determination Guidance and Fact Sheet for Used (Spent) Solvents

TOPO: Sue Fowler Max Expire Date: 09/30/2014

The purpose of this administrative modification is to:

1) Make an administrative change.

This modification removes Chichang Chen as TOCOR, and adds Sue Fowler as TOCOR.

Continued ...

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Rayna Brown	
15B. CONTRACTOR/OFFEROR _____ (Signature of person authorized to sign)	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA _____ (Signature of Contracting Officer)	16C. DATE SIGNED 02/05/2014

CONTINUATION SHEET

REFERENCE NO. OF DOCUMENT BEING CONTINUED
EP-W-10-055/0067/001PAGE OF
2 2NAME OF OFFEROR OR CONTRACTOR
EASTERN RESEARCH GROUP, INC.

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>All other terms and conditions remain unchanged.</p> <p>LIST OF CHANGES: Reason for Modification : Other Administrative Action Total Amount for this Modification: \$0.00 New Total Amount for this Version: \$0.00 New Total Amount for this Award: \$23,874.00 TOCOR (Task Order Contracting Officer's Representative) changed to : Sue Fowler Payment: RTP Finance Center US Environmental Protection Agency RTP-Finance Center Mail Drop D143-02 109 TW Alexander Drive Durham NC 27711 Period of Performance: 11/15/2013 to 09/30/2014</p>				

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1. CONTRACT ID CODE		PAGE OF PAGES 1 2	
2. AMENDMENT/MODIFICATION NO. 002		3. EFFECTIVE DATE See Block 16C		4. REQUISITION/PURCHASE REQ. NO.	
6. ISSUED BY SRRPOD US Environmental Protection Agency Superfund/RCRA Regional Procurement Operations 1200 Pennsylvania Ave, NW Washington DC 20460		7. ADMINISTERED BY (If other than Item 6)		5. PROJECT NO. (If applicable)	
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code) EASTERN RESEARCH GROUP, INC. 110 HARTWELL AVENUE LEXINGTON MA 024213136		(x) 9A. AMENDMENT OF SOLICITATION NO.		9B. DATED (SEE ITEM 11)	
CODE 112947395		FACILITY CODE		10A. MODIFICATION OF CONTRACT/ORDER NO. EP-W-10-055 0067	
				10B. DATED (SEE ITEM 13) 11/15/2013	

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

☐ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended, ☐ is not extended.
Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required)

See Schedule

13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
X	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF: By Mutual Agreement of the Parties
	D. OTHER (Specify type of modification and authority)

E. IMPORTANT: Contractor ☒ is not, ☐ is required to sign this document and return _____ 0 copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

DUNS Number: 112947395

Task Order Title: Development of Hazardous Waste Determination Guidance and Fact Sheet for Used (Spent) Solvents

TOPO: Sue Fowler Max Expire Date: 10/06/2014

The purpose of this bilateral modification is to:

1) Extend the period of performance.

The period of performance end date for this task order is changed from September 30, 2014, to October 6, 2014. This period of performance extension is at no additional cost to the Continued ...

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Carolyn Mosinski	
15B. CONTRACTOR/OFFEROR (Signature of person authorized to sign)	15C. DATE SIGNED	11 Carolyn W. Mosinski ELECTRONIC SIGNATURE	16C. DATE SIGNED 09/29/2014

CONTINUATION SHEET

REFERENCE NO. OF DOCUMENT BEING CONTINUED
EP-W-10-055/0067/002PAGE OF
2 2NAME OF OFFEROR OR CONTRACTOR
EASTERN RESEARCH GROUP, INC.

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>Government. This extension is needed due to Government-caused delays.</p> <p>All other terms and conditions remain unchanged.</p> <p>LIST OF CHANGES: Reason for Modification : Supplemental Agreement for work within scope Period Of Performance End Date changed from 2014-09-30 to 2014-10-06</p> <p>Maximum Potential Expiration Date changed to : 10/06/2014 Payment: RTP Finance Center US Environmental Protection Agency RTP-Finance Center Mail Drop D143-02 109 TW Alexander Drive Durham NC 27711 Period of Performance: 11/15/2013 to 10/06/2014</p>				

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1. CONTRACT ID CODE		PAGE OF PAGES 1 2	
2. AMENDMENT/MODIFICATION NO. 003		3. EFFECTIVE DATE See Block 16C		4. REQUISITION/PURCHASE REQ. NO.	
6. ISSUED BY SRRPOD US Environmental Protection Agency Superfund/RCRA Regional Procurement Operations 1200 Pennsylvania Ave, NW Washington DC 20460		CODE SRRPOD		5. PROJECT NO. (If applicable)	
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code) EASTERN RESEARCH GROUP, INC. 110 HARTWELL AVENUE LEXINGTON MA 024213136		(x)		9A. AMENDMENT OF SOLICITATION NO.	
				9B. DATED (SEE ITEM 11)	
		x		10A. MODIFICATION OF CONTRACT/ORDER NO. EP-W-10-055 0067	
				10B. DATED (SEE ITEM 13) 11/15/2013	
CODE 112947395		FACILITY CODE			

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

☐ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended, ☐ is not extended.
Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required)

See Schedule

13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
X	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF: By Mutual Agreement of the Parties
	D. OTHER (Specify type of modification and authority)

E. IMPORTANT: Contractor ☐ is not, ☒ is required to sign this document and return 1 copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

DUNS Number: 112947395

Task Order Title: Development of Hazardous Waste Determination Guidance and Fact Sheet for Used (Spent) Solvents

TOPO: Sue Fowler Max Expire Date: 11/30/2014

The purpose of this bilateral modification is to:

1) Extend the period of performance.

The period of performance end date for this task order is changed from October 6, 2014, to November 30, 2014. This period of performance extension is at no additional cost to the Continued ...

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Carolyn Mosinski	
15B. CONTRACTOR/OFFEROR (Signature of person authorized to sign)	15C. DATE SIGNED	11 <i>Carolyn W. Mosinski</i> ELECTRONIC SIGNATURE	16C. DATE SIGNED 10/06/2014

CONTINUATION SHEET

REFERENCE NO. OF DOCUMENT BEING CONTINUED

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2

NAME OF OFFEROR OR CONTRACTOR

EASTERN RESEARCH GROUP, INC.

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>Government. This extension is needed due to Government-caused delays.</p> <p>All other terms and conditions remain unchanged.</p> <p>LIST OF CHANGES: Reason for Modification : Supplemental Agreement for work within scope Period Of Performance End Date changed from 2014-10-06 to 2014-11-30 Payment: RTP Finance Center US Environmental Protection Agency RTP-Finance Center Mail Drop D143-02 109 TW Alexander Drive Durham NC 27711 Period of Performance: 11/15/2013 to 11/30/2014</p>				

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1. CONTRACT ID CODE		PAGE OF PAGES 1 2	
2. AMENDMENT/MODIFICATION NO. 004		3. EFFECTIVE DATE See Block 16C		4. REQUISITION/PURCHASE REQ. NO.	
6. ISSUED BY SRRPOD US Environmental Protection Agency Superfund/RCRA Regional Procurement Operations 1200 Pennsylvania Ave, NW Washington DC 20460		CODE SRRPOD		5. PROJECT NO. (If applicable)	
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code) EASTERN RESEARCH GROUP, INC. Attn: DICKRAN BABIGIAN 110 HARTWELL AVENUE LEXINGTON MA 024213136		(x)		9A. AMENDMENT OF SOLICITATION NO.	
				9B. DATED (SEE ITEM 11)	
		x		10A. MODIFICATION OF CONTRACT/ORDER NO. EP-W-10-055 0067	
				10B. DATED (SEE ITEM 13) 11/15/2013	
CODE 112947395		FACILITY CODE			
11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS					
<input type="checkbox"/> The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers <input type="checkbox"/> is extended, <input type="checkbox"/> is not extended. Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.					
12. ACCOUNTING AND APPROPRIATION DATA (If required) See Schedule					
13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.					
CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.				
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).				
x	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF: By Mutual Agreement of the Parties				
	D. OTHER (Specify type of modification and authority)				
E. IMPORTANT: Contractor <input type="checkbox"/> is not, <input checked="" type="checkbox"/> is required to sign this document and return <u>1</u> copies to the issuing office.					
14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.) DUNS Number: 112947395 Task Order Title: Development of Hazardous Waste Determination Guidance and Fact Sheet for Used (Spent) Solvents TOPO: Sue Fowler Max Expire Date: 12/19/2014 The purpose of this bilateral modification is to: 1) Extend the period of performance. The period of performance end date for this task order is changed from November 30, 2014, to December 19, 2014. This period of performance extension is at no additional cost to the Continued ... Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.					
15A. NAME AND TITLE OF SIGNER (Type or print)			16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)		
			Carolyn Mosinski		
15B. CONTRACTOR/OFFEROR		15C. DATE SIGNED		16C. DATE SIGNED	
(Signature of person authorized to sign)		11/15/2013		11/25/2014	
		11/15/2013		ELECTRONIC SIGNATURE	
				STANDARD FORM 30 (REV. 10-83) Prescribed by GSA FAR (48 CFR) 53.243	

CONTINUATION SHEET

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2 2NAME OF OFFEROR OR CONTRACTOR
EASTERN RESEARCH GROUP, INC.

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>Government. This extension is needed due to Government-caused delays.</p> <p>All other terms and conditions remain unchanged.</p> <p>LIST OF CHANGES: Reason for Modification : Supplemental Agreement for work within scope Period Of Performance End Date changed from 2014-11-30 to 2014-12-19 Maximum Potential Expiration Date changed to : 12/19/2014 Payment: RTP Finance Center US Environmental Protection Agency RTP-Finance Center Mail Drop D143-02 109 TW Alexander Drive Durham NC 27711 Period of Performance: 11/15/2013 to 12/19/2014</p>				

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1. CONTRACT ID CODE		PAGE OF PAGES 1 5	
2. AMENDMENT/MODIFICATION NO. 005		3. EFFECTIVE DATE See Block 16C		4. REQUISITION/PURCHASE REQ. NO. See Schedule	
6. ISSUED BY SRRPOD US Environmental Protection Agency Superfund/RCRA Regional Procurement Operations 1200 Pennsylvania Ave, NW Washington DC 20460		CODE SRRPOD		5. PROJECT NO. (If applicable)	
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code) EASTERN RESEARCH GROUP, INC. Attn: DICKRAN BABIGIAN 110 HARTWELL AVENUE LEXINGTON MA 024213136		(x)		9A. AMENDMENT OF SOLICITATION NO.	
				9B. DATED (SEE ITEM 11)	
		x		10A. MODIFICATION OF CONTRACT/ORDER NO. EP-W-10-055 0067	
				10B. DATED (SEE ITEM 13) 11/15/2013	
CODE 112947395		FACILITY CODE			

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

☐ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended, ☐ is not extended.
Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required) Net Increase: \$3,961.00
See Schedule

13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
X	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF: By Mutual Agreement of the Parties
	D. OTHER (Specify type of modification and authority)

E. IMPORTANT: Contractor ☐ is not, ☒ is required to sign this document and return 1 copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

DUNS Number: 112947395

Task Order Title: Development of Hazardous Waste Determination Guidance and Fact Sheet for Used (Spent) Solvents

TOPO: Sue Fowler Max Expire Date: 03/31/2015

The purpose of this bilateral modification is to:

- 1) Incorporate the revised statement of work (2 pages) dated December 11, 2014;
- 2) Approve the Contractor's proposal dated December 15, 2014, in the amount of \$3,961.00;
- 3) Obligate funds in the amount of \$3,961.00;
- 4) Modify the obligation/funding ceiling;
- 5) Modify the total task order amount; and

Continued ...

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Carolyn Mosinski	
15B. CONTRACTOR/OFFEROR (Signature of person authorized to sign)	15C. DATE SIGNED	11 <i>Carolyn W. Mosinski</i> ELECTRONIC SIGNATURE	16C. DATE SIGNED 12/19/2014

CONTINUATION SHEET

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2 5NAME OF OFFEROR OR CONTRACTOR
EASTERN RESEARCH GROUP, INC.

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>6) Extend the period of performance</p> <p>This action adds funding in the amount of \$3,961.00 to this task order and hereby increases the total funding obligated ceiling from \$23,874.00 to \$27,835.00, which the Contractor is not authorized to exceed. The Contractor exceeds this amount at its own risk. This task order is hereby fully funded.</p> <p>The total task order ceiling price is hereby changed from \$23,874.00 to \$27,835.00.</p> <p>The period of performance end date for this task order is changed from December 19, 2014, to March 31, 2015.</p> <p>All other terms and conditions remain unchanged. LIST OF CHANGES: Reason for Modification : Supplemental Agreement for work within scope Period Of Performance End Date changed from 2014-12-19 to 2015-03-31 Total Amount for this Modification: \$3,961.00 New Total Amount for this Version: \$27,835.00 New Total Amount for this Award: \$27,835.00 Obligated Amount for this Modification: \$3,961.00 New Total Obligated Amount for this Award: \$27,835.00 Maximum Potential Expiration Date changed to : 03/31/2015 CHANGES FOR LINE ITEM NUMBER: 1 Total Amount changed from \$23,874.00 to \$27,835.00 Obligated Amount for this modification: \$3,961.00</p> <p>CHANGES FOR DELIVERY LOCATION: HPOD RRB Amount changed from \$23,874.00 to \$27,835.00</p> <p>CHANGES FOR ACCOUNTING CODE: 13-14-B-31H-302DA1-2585---1331HMP005-001 Percent changed from 100 to 85.76971</p> <p>NEW ACCOUNTING CODE ADDED: Account code: 15-16-B-31H-302DA1-2585-1531HMP005-001 Beginning FiscalYear 15 Ending Fiscal Year 16 Fund (Appropriation) B Budget Organization 31H Continued ...</p>				

CONTINUATION SHEET

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 NAME OF OFFEROR OR CONTRACTOR
 EASTERN RESEARCH GROUP, INC.

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	Program (PRC) 302DA1 Budget (BOC) 2585 Job # (Site/Project) Cost Organization DCN-LineID 1531HMP005-001 Quantity: 0 Amount: \$3,961.00 Percent: 14.23029 Subject To Funding: N Payment Address: Payment: RTP Finance Center US Environmental Protection Agency RTP-Finance Center (D143-02) 109 TW Alexander Drive Durham NC 27711 FOB: Destination Period of Performance: 11/15/2013 to 03/31/2015				

Task Order Statement of Work
Development of Hazardous Waste Determination Guidance for Hazardous Solvents
December 11, 2014
Amendment 1

BACKGROUND:

The purpose of this work assignment amendment is to complete the effort initiated under EPW10055 Task Order 67 to develop a technical guidance document for a generator determining whether they have generated a hazardous waste solvent.

Currently, both first and second drafts of the document have been completed and reviewed by ORCR staff. Still remaining is a review by the Office of General Counsel (OGC) and the Office of Enforcement and Compliance Assistance (OECA), followed by review by ORCR management. Once the TOCOR receives comments from those three entities, the contractor can incorporate those comments, as appropriate, produce a draft final document for a thorough review by the TOCOR, followed by publication.

SCOPE OF WORK

The scope of this Task Order includes:

1. Reviewing and incorporating comments provided by OGC, OECA and ORCR management.
2. Developing draft final and final technical guidance document that will assist generators in making more informed hazardous waste determinations associated with industrial solvent wastes.

Task 1. Review and incorporate comments provided by OGC, OECA and ORCR management into draft final technical guidance document

The contractor shall review and incorporate, as appropriate, comments provided by OGC, OECA and ORCR management to the TOCOR on the draft technical guidance document associated with hazardous waste determinations for industrial solvent wastes.

Output of this task shall be two documents: one showing in redline/strikeout changes and the other a clean draft final copy.

Task 2: Produce Final Technical Guidance Document ready for publication

The TOCOR shall thoroughly review the draft final report provided by the contractor, note any necessary changes, and return the document back to the contractor for publication as a final technical guidance document.

Summary of Deliverables and Schedule

Task	Deliverable and date
1. Review and incorporate comments provided by OGC, OECA and ORCR management into draft final technical guidance document	Draft final report (Within 21 calendar days of receipt of comments provided by TOCOR.)
2. Produce final technical guidance document ready for publication	Final technical guidance document (Within 14 calendar days after meeting with TOCOR on results of Task 1.)